



Department of Administration
 (DIPATTAMENTON ATEMENSTRASION)
DIRECTOR'S OFFICE
 (UFISINAN DIREKTOT)

Post Office Box 884 Hagatña, Guam 96932
 Tel: (671) 475-1101/1250 Fax: (671) 477-6788



Felix P. Camacho
 Governor
Michael W. Cruz, M.D.
 Lieutenant Governor

Lourdes M. Perez
 Director
Joseph C. Manibusan
 Deputy Director

October 02, 2009

The Honorable Judith T. Won Pat, Ed.D.
 Speaker, Mina Bente Nuebe na Liheslaturan Guahan
 155 Hesler Place
 Hagatna, Guam 96910

2009 OCT -8 PM 1:10
gpm

RE: Special Fund Transfer – September 2009

Dear Madam Speaker:

Buenas yan Hafa Adai! In pursuant to Public Law 29-113, Chapter VII, Section 27, the Department of Administration reports that no fund transfers were made from The Special Revenue Fund or Revolving Fund to the General Fund for month ended September 2009.

Should you have any questions relating to this matter, please contact the Department of Administration, Division of Accounts' Deputy Financial Manager, Ms. Kathy Kakigi at 475-1169/1260.

Si Yu'os Ma'ase!

Sincerely,

Lourdes M. Perez
 Lourdes M. Perez
 Director of Administration

Office of the Speaker
 Judith T. Won Pat, Ed. D.
 Date: *10/02/09*
 Time: *3:15*
 Received by: *[Signature]*
30-09-1177

cf: Guam Public Auditor

1188



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Speaker, Mina Bente Nuebe na Liheslaturan Guahan
155 Hesler Place
Hagatna, Guam 96910

RE: Indirect Cost Monthly Report – September 2009


Dear Madam Speaker:

Buenas yan Hafa Adai! In pursuant to Public Law 29-113, Chapter VI, Section 62, we are submitting the indirect cost report for the month ended September 2009.

Should you have any questions relating to this matter, please contact the Department of Administration, Division of Accounts' Deputy Financial Manager, Ms. Kathy Kakigi at 475-1169/1260.

Si Yu'os Ma'ase!

Sincerely,


Lourdes M. Perez
Director of Administration

Attachment

cf: Guam Public Auditor

Balance Sheet
Special Revenue Funds
As of September 30, 2009

FY2009
as of 09/30/2009
Indirect
Cost
Fund

Assets

Current Assets

Cash & equivalents	\$1,391,051
Investments	0
Tax receivables, net	0
Interfund receivables	298,875
A/R federal agencies	0
Other receivables, net	0
Inventories	0
Prepayments	0
Deposits & other assets	0
Total Current Assets	1,689,926

Amount to be provided for retirement of debt	0
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Amount available in debt service funds	0
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Restricted Assets	0
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Long-Term Assets

Support assets	0
Capital leases	0
Buildings & improvements	0
Plant in service	0
Gross long-term assets	0
Less accumulated depreciation	0
Long-term assets, net of depreciation	0

Construction in progress	0
Land	0
Other	0
Total Long-Term Assets	0

Total Assets	\$1,689,926
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Balance Sheet
Special Revenue Funds

As of September 30, 2009

FY2009
as of 09/30/2009
Indirect
Cost
Fund

Liabilities

Current Liabilities

Cash overdraft	\$0
Current portion of debt & related interest	0
Accounts payable	0
Accrued payroll & other	0
Interfund payables	0
A/P federal agencies	0
Deferred revenue	0
Estimated tax refunds	0
Deposits & liabilities	0
Total Current Liabilities	0

Deferred Liabilities

Vacation leave accrual	0
Contracts & Leases	0
Notes payable & bonds payable	0
Accrued unfunded retirement costs	0
Total Deferred Liabilities	0

Total Liabilities

0

Fund Equity (Deficit)

Contributed capital:

Government of Guam	0
Federal Government	0
Other	0

Retained earnings:

Restricted	0
Unrestricted	0

Fund Balance:

Reserved for:	
Debt service	0
Related assets	0
Encumbrances	0
Continuing appropriations	0
Unreserved	1,689,926
Total Fund Equity (Deficit)	1,689,926

Total Liabilities and Fund Equity

\$1,689,926

**Statement of Revenues, Expenditures
and Changes in Fund Balance
Special Revenue Funds**
As of September 30, 2009

	FY2009 as of 09/30/2009 Indirect Cost Fund
Revenues	
Taxes	\$0
Licenses, fees & permits	0
Use of money & property	1,961
Federal contributions	0
Other	1,690,759
Total Revenues	<u>1,692,720</u>
Expenditures	
General government	2,793
Protection of life & property	0
Public health	0
Community services	0
Recreation	0
Individual & collective rights	0
Transportation	0
Education	0
Protection of environment & resources	0
Economic development	0
Transfers to persons	0
Interest	0
Principal	0
Total Expenditures	<u>2,793</u>
Total Revenue Over (Under) Expenditures	<u>1,689,926</u>
Other Sources (Uses)	
Addition to long-term debt	0
Transfers in	0
Transfers out	0
Other sources	0
Other uses	0
Other financing uses- early extinguishment of debt	0
Total Sources (Uses)	<u>0</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	1,689,926
Beginning Fund Balance (Deficit)	0
Adjustment due to GASB33	
Adjusted Beginning Fund Balance	
Equity Transfers In	0
Equity Transfers Out	0
Ending Fund Balance (Deficit)	<u><u>\$1,689,926</u></u>



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155 Hesler Place
Hagatna, Guam 96910

RE: Travel Expense Monthly Report – September 2009


Dear Madam Speaker:

Buenas yan Hafa Adai! In pursuant to Public Law 29-113, Chapter VII, Section 35, we are submitting the locally funded travel expense report for the month ended September 2009.

Should you have any questions relating to this matter, please contact the Department of Administration, Division of Accounts' Deputy Financial Manager, Ms. Kathy Kakigi at 475-1169/1260.

Si Yu'os Ma'ase!

Sincerely,


Lourdes M. Perez
Director of Administration

Attachment

cf: Guam Public Auditor



Government of Guam
 Department of Administration
 Travel Log
 September 2009

(C)ancelled OR (A)mended, please see Remarks **BOLDED** info ---> Names = Documents Completed; Per Diem Nos. = CLEARANCE; Final Air Fare = ACTUAL Air Fare; Travel Agent Vendor No. = AIRFARE Paid

Regis Date	TA Order #	Traveller's Name	Vendor #	TA No.	Dept	Charge Account No.	BBMR Fare	Final Fare	Per Diem	Reg Fee Misc	Travel Agent	Dys	Type of Travel
15-Sep-09	T0906TP	1042 TUNCAP, JADEEN	3T767138	T090200080	Office of the Governor	5100A090200GA001220	3,050.56	2,285.00	1,113.75	0.00	C0807201	3	To attn. the National Governor's Asso.'09 NGA Management Seminar Sept. 23-25/09 in Washington,DC
15-Sep-09	T0906TP	1043 AFLAGUE, AGUSTO	3A641677	T090200082	Office of the Governor	5100A090200GA001220	3,050.56	2,285.00	1,113.75	0.00	C0807201	3	To attn. the National Governor's Asso.'09 NGA Management Seminar Sept. 23-25/09 in Washington,DC
16-Sep-09	T0906TP	1045 CHANG, ROXANNE G.	3G254043	T090200081	Office of the Governor	5100A090200GA001220	3,050.56	2,273.00	1,113.75	0.00	F0836911	3	To attn. the National Governor's Asso.'09 NGA Management Seminar Sept. 23-25/09 in Washington,DC
28-Sep-09	T0906TP	1063 LACSON, JAIME	3L578078	T090200083	Office of the Governor	5100A090200GA001220	650.00	650.00	417.50	0.00	C0807201	3	To attn. '09 Intelligent IC Forum Sept. 21-22/09 in Taiwan
22-Sep-09	T0906P	1072 CRISOSTOMO, DORIS	3C624638	T090300019	Office of the Lt. Governor	5100A090300GA001220	0.00	0.00	866.25	0.00		3	To attn. NGA Ctr for best Practices State Alliance for E-Health Sept. 24-25/09 in Baltimore ,MD